

Council on Aging Board Meeting Minutes

Meeting Date: Thursday, April 22, 2021

A meeting of the Council on Aging Board was held on Thursday, April 22, 2021 at 10:00am via Zoom Teleconference with the following members present: Richard McCarthy, Linda Winslow, Jim Pellegrine, Dorothy Smith, Janet Fasanello and Roseanne Rockwell. Also in attendance was the COA Director Kerri McManama, COA Assistant Director Debbie Fradkin, COA Outreach Worker Laurel St. Pierre, and Nancy Aicardi.

Absent were members Josette Burke and Mary Jones

10:02 AM: The Meeting was called to order and Richard McCarthy took a roll call to ascertain a Quorum. Rich appointed Janet Fasanello as a regular member to reach a Quorum as Roseanne Rockwell had not joined as yet,

Board Chair Richard McCarthy called for a review of the March 25th minutes as well as the April 7th minutes. One correction was noted on the March 25th minutes. The Board made a motion to accept the March 25th minutes with the one correction, and to accept the April 7th minutes as is, and the motion to accept both was unanimous.

2. COA Director Kerri McManama, with input from Laurel St. Pierre, provided a slide presentation on the Center's Statistics and Programming for the month of March.
 - Outreach - there were a total of 799 calls – 794 client calls and 5 service providers. Food Pantry had 238 calls, Covid-19 calls were way down from February at 185, and AARP Tax Program had 140 calls.
 - Medical rides are given on Monday and Thursday from 9:00am to 2:00pm, and their numbers have increased to 45.
 - The number of Active Participants is about to reach and eclipse 2019 numbers, the first year the Center was operational.
3. COA Director Kerri McManama provided a Financial Report
 - Most of the discussion concerned the Formula Grant from the Executive Office of Elder Affairs. The amount of the Grant is based on the Census. To date a total of \$2,182.53 has been spent. Recent purchases include new AED's and new Wipe Stands for Disinfectant.
 - The stipulations of the Grants were amended in 2020.
 - Centers are no longer required to spend the total of the Grant by July
 - Any remaining balance can be carried over and it will not reduce the total amount of the Grant for the following year.
 - A question was raised regarding Gifts as to how they are handled.
 - Gifts are considered as "Donations in Memory Of..."
 - Any donations go to the Select Board first to be formally accepted, and then they go into Gifts
 - Going forward "Gifts" will be added to the Financial Report for reporting.
4. The Center is now in Phase 3 – Vigilant
 - Many new faces are returning to programs
 - Live streaming has been very successful and is accessed on "youtube" or "on demand". Unfortunately there is no way to assess the number of participants as there is with Zoom,
 - Returning Programs in May include: Memory Café, WalMart shopping trips, Bingo, Foot Care (must bring own towel, no polish is to be applied), Meditation and Special Presentations

5. Board Appointments

- The Select Board that met on April 20th accepted all the Amendments to the By-Laws (Policies and Procedures) discussed at our April 7th meeting.
- Current Openings: 1 Regular and 2 Associate. The positions will be posted for an additional 30 days.
- If someone has previously applied, they do not need to reapply
- Kerri will set up appointments for the applicants to meet with the Executive Board so that they (Executive Board) can make recommendations to the Select Board who has the ultimate authority to select members for the COA Board
- Kerri will send notifications to the Executive Board and will invite candidates to attend the May 27th Board Meeting

6. Going forward, the By-Laws will now be called Policies and Procedures, which was one of the Amendments accepted by the Select Board on April 20th.

7. A Nominating Committee will be formed at the May 27th Meeting, and elections will be held in June.

- Summer hiatus is July and August
- Annual Meeting will be held in September

8. Patio Upgrade

- Justin Monta, Superintendent Parks, Cemeteries and Forests here in Walpole has made suggestions for plantings for year-round enjoyment
- He will assist COA staff to implement his recommendations

9. Old Business

- Linda brought up the question of holding in person meetings. Kerri explained that for the present we will continue to hold meetings via Zoom, as we have to allow for interested residents as well as Board candidates to attend meetings. At the present time, the Murphy Room does not have enough space for social distancing. The other issue is that people still need to be able hear one another.
- Kerri mentioned that she does not as yet have a date to speak to the Select Board as they are preparing for Town Meeting and are busy.

No New Business at this time.

The next Board Meeting is scheduled for May 27th at 10:00am via Zoom Teleconference.

Jim Pellegrine made a motion to adjourn the meeting at 10:32am and Dorothy Smith seconded. Rich McCarthy took the roll call, the vote was unanimous and the meeting was adjourned,